

**November 17, 2003**

**Habilitation Services Program (HSP) Transfer Progress Report**

**Legislation:**

- The Department will monitor the anticipated legislative special session that is expected to address the budget shortfall.

**Rulemaking (Regulations):**

- The final draft of the HSP regulations was e-mailed out to ARCA members in late October and followed by a meeting on 11/5/03 at DDS. ARCA's input from that meeting has been incorporated into the final regulations document. On 11/14/03, DDS transmitted the proposed HSP transfer regulations as part of an emergency rule-making package to DDS' legal unit for review and comment. It should be noted that the emergency rule making process does not allow for public comment prior to implementation of the regulations. This process is necessary for meeting the federal timelines for amending the Waiver. However, the emergency regulations process will allow for public input before the regulations become final. We are working with our legal department to see how the Governor's freeze on regulations will affect the submission of these regulations.
- The "Habilitation Regulation Matrix" attached provides highlights of the regulations regarding responsibilities of Habilitation Vendors, Regional Centers and the Department of Developmental Services. The matrix is not intended to provide comprehensive information about each section in the regulations.

**Training Curriculum:**

- The HSP training curriculum outline has been completed, including, dates, training staff, participant invitees and locations for the training. Details of the training curriculum and schedule will be posted on the DDS web site by the end of November. The training format will be "train-the trainer". The training topics include, vendorization, CARF, technical assistance, fiscal monitoring, habilitation service planning, monitoring of the amount and variety of work, attendance, productivity, time study, Dept. of Labor requirements, and DDS habilitation regulations. DDS will work with the recently established ARCA Habilitation Services Sub-Committee in developing the training curriculum. A roster of the workgroup is attached.
- DDS is requesting input from regional centers, vendors and other stakeholder organizations to send any questions they would like answered or covered in the training sessions related to the Habilitation transfer. In order to share the questions and answers with the widest audience possible, DDS will collect and post the questions and their answers on the DDS web site under the heading of Frequently Asked Questions (FAQ). Questions can be sent to DDS via fax (916-654-2192) or e-mail (aslss@dds.ca.gov).

**Implementation Activities:**

- DDS is now posting the Habilitation transfer progress reports on the DDS web site. All previous progress reports were posted as of 11/07/03.
- On 11/14/03, DDS transmitted to regional centers lists of their consumers currently receiving Habilitation services. Data included names of vendors and type of program the consumers were enrolled in, i.e., WAP or SEP.
- A teleconference call is scheduled on 11/19/03 with the ARCA Habilitation Services Sub-Committee to discuss the transfer of vendor file information available from the Department of Rehabilitation to regional centers.
- DDS is working with CARF representatives to distribute a report to regional centers that will provide accreditation information on Habilitation service providers in their catchment areas, including dates when CARF accreditation would need to be renewed.
- The Memorandum of Understanding for coordinating assistance from DOR staff prior to and during the HSP implementation phase has been forwarded to DOR for signature.